

**London Borough of Brent
Summary of Decisions taken by the Cabinet
on Monday 13 March 2023**

PRESENT: Councillor M Butt (Chair), Councillor M Patel (Vice-Chair)**Error! No document variable supplied.** and Councillors Farah, Knight, Nerva, Grahl, Tatler, Krupa Sheth, Southwood and Donnelly-Jackson **Error! No document variable supplied.**

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| 1. | Apologies for Absence | | None received. |
| 2. | Declarations of Interest | | <p>Peter Gadsdon and Phil Porter declared personal interests in relation to Agenda Item 7 (i4B Business Plan 2023/24) and Agenda Item 8 (First Wave Housing Business Plan 2023/24) as Council appointed Directors on the Boards of i4B and FWH Ltd.</p> <p>Councillor Grahl declared a personal interest in relation to Agenda Item 10 (Contract for Leaseholder Property Insurance) as a leaseholder in the borough.</p> |
| 3. | Minutes of the Previous Meeting | | Cabinet RESOLVED that the minutes of the previous meeting held on Monday 6 February 2023 be approved as an accurate record of the meeting. |
| 4. | Matters Arising (if any) | | None. |
| 5. | Petitions (if any) | | There were no petitions submitted for consideration at the meeting. |
| 6. | Reference of item considered by Scrutiny Committees (if any) | | There were no references from Scrutiny submitted for consideration at the meeting. |
| 7. | i4B Business Plan 2023/24 | | Having noted the introductory comments by Martin Smith (as Chair |

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| | | | <p>of the i4B Ltd Board) relating to the current performance and strategic priorities of i4B, Cabinet RESOLVED:</p> <ul style="list-style-type: none"> (1) To approve the i4B 2023/24 Business Plan. (2) To approve the content and proposed strategic priorities of i4B's 2023/24 Business Plan. (3) To approve the updated financial model contained within the i4B 2023/24 Business Plan. (4) To approve the Service Level Agreement for 2023-25 in Appendix 4 of the report. (5) To delegate authority to the Corporate Director of Finance & Resources to approve the variation of the Service Level Agreement during 2023/24. |
| 8. | FWH Business Plan 2023/24 | | <p>Having noted the introductory comments from Martin Smith (as Chair of First Wave Housing (FWH) Ltd Board) relating to the current performance and strategic priorities of FWH, Cabinet RESOLVED:</p> <ul style="list-style-type: none"> (1) To approve the FWH 2023/24 Business Plan. (2) To approve the content and proposed strategic priorities of the FWH 2023/24 Business Plan. |

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| | | | <p>(3) To approve the updated financial model contained within the FWH 2023/24 Business Plan.</p> <p>(4) To approve the Service Level Agreement for 2023-25 in Appendix 4 of the report.</p> <p>(5) To delegate authority to the Corporate Director of Finance & Resources to approve the variation of the Service Level Agreement during 2023/24.</p> |
| 9. | Contract for General Insurance Services | All Wards | <p>Cabinet RESOLVED:</p> <p>(1) To approve inviting tenders for Insurance Services on the basis of the pre-tender considerations set out in paragraph 3.4 of the report.</p> <p>(2) To approve officers evaluating the tenders referred to in (1) above on the basis of the evaluation criteria set out in paragraph 3.4(vi) of the report.</p> <p>(3) To delegate authority to the Corporate Director of Finance & Resources, in consultation with the Cabinet Member for Finance, Resources & Reform, to award the contract for Insurance Services for a term of three years with the option to extend for a further two years.</p> |

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| 10. | Contract for Leaseholder Property Insurance | All Wards | <p>Cabinet RESOLVED:</p> <ul style="list-style-type: none"> (1) To approve inviting tenders for Leasehold Property Insurance on the basis of the pre-tender considerations set out in paragraph 3.5 of the report. (2) To note that the Council would undertake consultation with leaseholders and Recognised Tenants Associations pursuant to Section 20 of the Landlord and Tenant Act 1985 (as amended), as set out in paragraphs 7.1 to 7.7 of the report. (3) To approve officers evaluating the tenders referred to in (1) above on the basis of the evaluation criteria set out in paragraph 3.5(vi) of the report. (4) To delegate authority to the Corporate Director of Resident Services, in consultation with the Cabinet Member for Housing, Homelessness & Renters Security, to award the contract for Leasehold Property Insurance for a term of three years with the option to extend for a further two years. |
| 11. | Procurement of Mechanical & Electrical Services works contract for Council Housing | All Wards | <p>Cabinet RESOLVED:</p> <ul style="list-style-type: none"> (1) To note the Mechanical & Electrical Services works (M&E) Contracts detailed in the table of paragraph 3.6 of the report were coming to an end but would be extended. The Council was aiming to procure the new Qualifying Long-Term |

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| | | | <p>Agreements within a maximum period of 12 months. The existing contracts would need to be extended to align with the re-procurement process, with the new contracts awarded commencing March 2024.</p> <p>(2) To note that pursuant to delegated powers officers were procuring a suitably experienced Technical Consultancy that would manage the preparation of the specifications and support the procurement of the new M&E contracts.</p> <p>(3) To approve inviting tenders for the M&E Contracts detailed in the table in paragraph 3.6 of the report.</p> <p>(4) To delegate authority to the Corporate Director of Resident Services, in consultation with the Cabinet Member for Housing, Homelessness and Renters Security, to agree pre-tender considerations in respect of the M&E Contracts referred to in (3) above and thereafter evaluate tenders on the basis of the agreed evaluation criteria.</p> <p>(5) To delegate authority to the Corporate Director of Resident Services, in consultation with the Cabinet Member for Housing, Homelessness and Renters Security, to award M&E Contracts referred in (3) above.</p> <p>(6) To approve the allocation of £64 million exclusive of VAT over a period of 10 years from revenue and capital to fund</p> |

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| | | | <p>the M&E Contracts referred to in (3) above, in accordance with the detail set out in paragraph 3.6 of the report.</p> <p>(7) To note that the Council would undertake consultation with leaseholders and Recognised Tenants Associations pursuant to Section 20 of the Landlord and Tenant Act 1985 (as amended), as set out in paragraph 7.4 of the report.</p> |
| 12. | National Non-Domestic Rates 2023/24 Retail, Hospitality and Leisure Relief, Supporting Small Business Relief and Transitional Relief Schemes | | <p>Cabinet RESOLVED:</p> <p>(1) To approve the Council’s National Non Domestic Rates (NNDR) Discretionary Scheme in relation to 2023/24 Retail, Hospitality and Leisure Relief as set out in Appendix 1 of the report and pursuant to the Council’s powers under Section 47 of the Local Government Finance Act 1988 as amended.</p> <p>(2) To approve the Council’s National Non Domestic Rates (NNDR) Discretionary Scheme in relation to 2023 Supporting Small Businesses Relief scheme as set out in Appendix 2 of the report and pursuant to the Council’s powers under Section 47 of the Local Government Finance Act 1988 as amended.</p> <p>(3) To delegate authority to the Corporate Director of Resident Services, in consultation with the Corporate Director of Finance & Resources, to implement the discretionary schemes set out in Appendix 1 and Appendix 2 of the report.</p> |

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| 13. | Continuing the business rates discount for London Living Wage accredited employers | | <p>Cabinet RESOLVED:</p> <p>(1) To agree to renew the business rates discount for Living Wage Accredited Employers for a further three years and approve the policy as set out in Appendix A of the report.</p> <p>(2) To note the proposed dialogue with a broader range of businesses, bearing in mind the nature of Brent’s businesses base as set out in paragraphs 3.1 to 3.14 of the report. The Good Work Standard Group, which represented Brent’s diversity of businesses, would inform and drive the campaign to enable credible business to business communication.</p> <p>(3) To note the proposed targeted communications campaign; the Council’s offer of support to small and micro business, as set out in paragraph 3.27 of the report; and the Council’s offer of priority spaces to businesses committed to joining Brent’s Good Work Standard Business Management/Network. The suite of incentives would be endorsed by the Good Work Standard Group and could be piloted through the network and the Council’s weekly newsletter, which currently reached over 13,500 businesses.</p> |
| 14. | Corporate Performance - Q3 2022/23 Performance Report | All Wards | Cabinet RESOLVED to note the performance information contained in the performance report. |
| 15. | Exclusion of Press and Public | | There were no items that required the exclusion of the press or |

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| | | | public. |
| 16. | Any other urgent business | | <p>In thanking members and colleagues for their support during her tenure as a Cabinet Member, Councillor Southwood formally announced her decision to resign as a member of the Cabinet.</p> <p>In noting that Councillor Southwood would continue to serve as a member of the Council, Cabinet Members expressed their gratitude to Councillor Southwood for her dedication to Brent during her time as a Cabinet Member and praised her efforts in supporting the work undertaken to improve life for Brent’s residents.</p> |